



## FREEDOM FRM SMOKING®

### FACILITATOR TRAINING WORKSHOP

Wednesday, March 23, 2011 9:00 am – 5 pm  
& Thursday, March 24, 2011 9:00 am – 4 pm

American Lung Association in Hawaii (ALA-Hawaii) Office  
650 Iwilei Road, Suite 208  
Honolulu, Hawaii 96817  
(808) 537-5966 ext. 216 FAX: (808) 537-5971  
Fee \$350.00 for training (Scholarships Available)

**Includes continental breakfast, snacks, lunch, drinks & all instructional materials for the ALA-Hawaii's "Freedom From Smoking®" Facilitator Training**

You will learn the skills necessary to teach the "Gold Standard" and Best Practice ALA successful Freedom From Smoking® Cessation Program. Method of instruction may include: lecture, group discussion, and practice facilitation. Lesson by lesson training will cover:

Facilitation Skills	Smoking Behaviors
Program Orientation	Stress Reduction
Tobacco Addiction	Coping Skills
Smoking Cessation Aids	Relapse Prevention

Our training has been expanded to two days, based on group evaluations that asked for more time to cover this intensive material and allow for group interaction. The training is open to health care professionals with experience in health education, group facilitation, substance abuse or public health outreach programs. ***A basic knowledge of health practices and group process is needed.***

Upon registration, participants will receive instructional materials to complete prior to the training. Attendance at both days is required. To insure program quality, all FFS facilitators must be nicotine free (smoke/chew) for a **minimum** of six months.

*Registration, Facilitator Agreement and Background Check Forms* may be faxed to (808) 537-5971 to hold a space. Registration is limited so we recommend you apply early. For additional information, call Debbie Odo Tobacco Control Manager at (808) 537-5966 ext. 216, or [DOdo@ala-hawaii.org](mailto:DOdo@ala-hawaii.org). See you soon!

**\*\*Registration forms must be completed and check payment received one month prior to training.**

Make checks payable to: American Lung Association in Hawaii

**AMERICAN LUNG ASSOCIATION IN HAWAII  
FREEDOM FROM SMOKING  
FACILITATOR TRAINING  
COST \$350.00 PER PERSON  
Wednesday, March 23, 2011 9:00 am – 5 pm  
& Thursday, March 24, 2011 9:00 am – 4 pm**

**REGISTRATION FORM**

Name \_\_\_\_\_

Agency Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Work Address \_\_\_\_\_

Work Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Responsibilities \_\_\_\_\_  
\_\_\_\_\_

Home Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Degrees/Certificates \_\_\_\_\_

Have you ever smoked?  Yes  No If yes, for how many years? \_\_\_\_\_

When did you quit? \_\_\_\_\_

Have you lost a close friend or relative to tobacco addiction?  Yes  No

List prior experience in facilitating health education programs:

Where? \_\_\_\_\_

When? \_\_\_\_\_

What type? \_\_\_\_\_

Have you facilitated a smoking cessation or drug recovery program before?  Yes  No

If yes, please describe \_\_\_\_\_  
\_\_\_\_\_

Describe any challenges you have encountered as a facilitator \_\_\_\_\_  
\_\_\_\_\_

What do you hope to gain from this training and how do you plan on using this training? \_\_\_\_\_  
\_\_\_\_\_

**Please send forms and check payment of \$350.00 (checks) to:  
American Lung Association in Hawaii  
And mail to 650 Iwilei Road, Suite 208, Honolulu, HI, 96817**

**If you have any questions, please call Debbie Odo, Tobacco Control Manager  
Phone: (808) 537-5966 ext. 216  
Fax: (808) 537-5971  
E-mail: DOdo@ala-hawaii.org**



## American Lung Association in Hawaii Freedom From Smoking® Facilitator Agreement

Thank you for participating in the American Lung Association in Hawaii Freedom From Smoking® (FFS) Clinic Facilitator training program. Please read the following two pages carefully and acknowledge agreement by signing in the space provided below.

1. The American Lung Association in Hawaii (ALA-Hawaii) upholds high standards in the training and implementation of its programs. To insure ALA-Hawaii professional standards and maintain quality control of the Freedom From Smoking® program, the trainee and co-sponsoring organization agrees to:
  - a. Adhere to the content and format of the program as provided by the ALA-Hawaii. Should the individual trainee or co-sponsor wish to make any changes, approval must be obtained from the ALA-Hawaii prior to implementation.
  - b. Be trained and certified by the ALA-Hawaii to lead or supervise the program. Individual or co-sponsoring organization may join with a third party, including any funding sources, in conducting the Freedom From Smoking® program only with prior approval by the ALA-Hawaii. *A third party may not have any affiliation with a tobacco company and may not receive funds directly from a tobacco company.*
  - c. Use the ALAH materials for conducting the authorized Freedom From Smoking® program. Individuals or organizations may not use elements of Freedom From Smoking® as part of another program or commingled with another organization's program.
  - d. Freedom From Smoking® is a copyrighted program of the ALA-Hawaii. Therefore, registered trademark and acknowledgment that it is an ALA-Hawaii program must appear on any materials and promotions developed for the program. Requests for permission to use any ALA-Hawaii copyrighted materials or trademarks must be approved in writing by the American Lung Association National Headquarters.
  - e. No portion may be copied or reproduced in any way, without express permission of the American Lung Association National Headquarters.
  - f. Training materials are the responsibility of the trainee and cannot be duplicated or distributed to others.
  - g. Facilitators must be a nonsmoker or ex-smoker and must not have used any form of tobacco in at least six months.
  - h. Must complete at least one FFS Clinic within six months of training for certification.

(continued)

2. The program, services and materials of the ALA-Hawaii are offered to the public on a not-for-profit basis. Therefore:
  - a. Individuals or organizations may not offer the Freedom From Smoking<sup>®</sup> program for profit.
  - b. Individuals or organizations must adhere to the agreed upon program fees.
  - c. Trained individuals or organizations must be non-profit or working on behalf of a company providing a health program for its employees and their families.
  - d. Trained individuals must advise the ALA-Hawaii of all programs delivered.
  
3. ALA-Hawaii is committed to research in the broad area of lung health. Therefore:
  - a. Research projects using Freedom From Smoking<sup>®</sup> are acceptable with prior approval from the American Lung Association National Headquarters.
  - b. In all cases, personal information including names and addresses of program participants must be kept confidential.
  - c. Trained individuals should use the appropriate evaluation materials throughout program implementation. All evaluation results should be forwarded to the ALA-Hawaii. Check with the ALA-Hawaii for updated forms.
  
4. Trainee or cosponsor hereby indemnify and hold harmless the ALA-Hawaii from and against any claims, proceedings, lawsuits or other liabilities, costs or expenses, including legal fees, arising out of or attributable to acts, or omissions to act, of the trainee or co-sponsor.

Trainee Name (Print): \_\_\_\_\_

Trainee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Trainee's Supervisor's Approval \_\_\_\_\_ Date \_\_\_\_\_

ALA-Hawaii Representative: \_\_\_\_\_ Date: \_\_\_\_\_

***This is a legally binding document. Please retain a copy for your records.  
The original copy will be kept on file at the local American Lung Association in Hawaii's office.***

**January 2011**